

Work Mentor Partner Meeting 2

Stiklestad is an important place in the history of Norway and therefore Iceland.

The Battle of Stiklestad in 1030 is one of the most famous battles in the history of Norway. In this battle, King Olaf II of Norway (Óláfr Haraldsson) was killed.

His young half-brother, Harald Sigurdsson, was also present at the battle and would go on to become King of Norway in 1047, dying in a failed invasion of England in the Battle of Stamford Bridge in 1066. wikiped.

One of the sources of information on these events is Snorri Sturluson who lived in western Iceland. He wrote important books about the viking times (had people writing for him on calf's skin).

Iceland and Norway are in constant dispute about Snorri Sturluson. Was he an Icelandic man or a Norwegian.

The people battling at Stiklestad were Norwegian for sure.

Peter Nicolai Arbo (Norway 1831-1892)

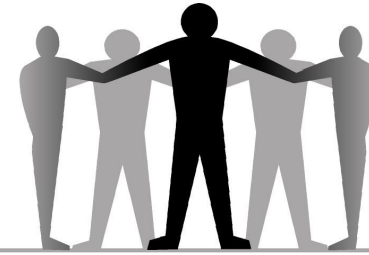
Olav den helliges fall i slaget på Stiklestad (1859)



Agenda for PM2

- Some administrative things.
- Inventory of needs, report on the questionnaire.
- Reflecting on the report and the answers from the workplaces.
- The main thing to do is to agree on the Mentoring education materials.
- Discussing dissemination strategy.
- Copyright issues. We may need an amendment to contracts with an addition about copyright.

On the list for VMA.



WorkMentor

- Work Mentor Logo.
Hallgrímur Stefán Ingólfsson is an interior architect teaching at the VMA art department. Author of our logo.
- Website. workmentor.vma.is a wiki webdesign.
Suggested by VMA system manager. Open source, inexpensive. All partners can / will be asked to edit.
- External evaluator. A student in her master's program in curriculum at the University of Akureyri. Hopefully, both she and her professor guide will attend PM3 in Nantes.
She has started her work on her master's thesis by looking at VMA general workplace skills program.
Evaluating Work Mentor will be a part of her master's research.

Project agenda. PM2

PM2. Working on the mentor education materials.

VMA does neither have the knowledge nor experience with mentoring to suggest improvements to the Implementor Materials, for our part of the materials we can use Implementor.

We must come close to putting together a pack of instruction materials at this meeting.

Work on how we organize the TOT course in Nantes. One day of running through the course. One day or more to review and decide what to keep, what to take out and where we need to change.

Who will change material into a course and run it?

Summer 2012

Summer 2012. Preparing Mentor ed. Materials, final version will be ready next year, changes might be needed after the piloting.

Preparing for the Training of trainers workshop in Nantes.

Number and names of participants.

Naming our employers, number of mentors we can pilot with. Translating the materials. At least enough so that we can pilot.

How many days do we need in Nantes? Half a day for a meeting, two and a half for the TOT. One for a meeting, two for the TOT or will a two day session be sufficient?

Project agenda. PM3, piloting.

- Nantes. Date. August 29 – 31 wed – fri has been suggested. Is that OK ?
- How many can we accommodate? (If ext. evaluators are attending we might find other accommodation for them if necessary.)
- Looking at Mentor education materials and outlining a course / sessions for meetings with mentors or otherwise.
- Preparing piloting, surveys, gathering evidence about the piloting phase, feedback from participants and tutors.
- Interim report. What to report, how to report?

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Project agenda. Piloting, final meetings.

Autumn 2012. Reporting about piloting. Need to decide how this is to be done.

PM4 in Finland, spring 2013.

Date?

Thu – Fri April 25 – 26 or Mon – Tue April 29 – 30 or other

Report on pilot phase.

Reviewing materials for final version.

Final report, publishing materials.

Final Meeting / conference.

Final meeting/Conf. in Akureyri Sept. 26 – 27 2012.

Thu – Fri. Suggestion: Joining a conference held every second or third year.

Teachers from kindergarten to university.

Mentoring in the workplace might be a topic in a workshop, 3 hours.

First day: PM5. Second day: Final conference. ???

Final report. October / November 2013.

Money. Costs.

- Andres from Icel. NA:
Each partner can choose which method to use for the currency rate: Fixed date or monthly rate.
If needed we will make amendments to contracts.
- Declare cost of travel and subsistence in a G4 sheet for each travel. Print out a list of receipts, sign, stamp, and scan and scan all receipts, boarding cards and other proof of purchase.
- Declare cost of work. How many hours each day, tasks done and a total for each month/time interval.
Other cost, as a percentage.
- Print out, get signature from superior, stamp and scan.
Send scanned sheets.

Currency rate. From Andres.

Andres: four options: each partner selects a method to use for the whole project.

[NA to insert in the case of more than one pre-financing payment:]

All amounts in the final report shall be declared in euro. For that purpose the beneficiary shall convert any actual cost into euro **NA to select one of the following options]:**

[Option 1] **at the average of the monthly accounting rate established by the European Comm. and published on its website[4] applicable over the period reported on [or]**

Currency rate, more

Option 2] at the conversion rate applied by the bank at the date of the transfer of the related pre-financing payment from the National Agency to the beneficiary. **[or]**

[Option 3] at the monthly accounting rate established by the European Commission and published on its website [\[5\]](#) applicable on the day of the transfer of the related pre-financing payment from the National Agency to the beneficiary. **[or]**

Currency rate final

[Option 4] at the monthly accounting rate established by the European Commission and published on its website^[6] applicable on the day when the grant agreement is signed by the NA.

[Only for Option 2, 3, 4] This rate shall be applied for all costs incurred in the period from the date of transfer of the related pre-financing payment^[7] until the date of transfer of the next pre-financing payment^[8].

Evidence, publicity, dissemination.

- Any mentioning of the project on a website or otherwise. Send links, slide shows. We have to convince NA that we are a project and people know about us.
- If you have translated some of the materials, **please send documents.**
 - Introductory text.
 - Survey – Inventory of needs
 - All text about the work is good. Descriptions of the work.
 - What has been done.
 - Scanned sheets from inventory of needs.
 - Translated parts of the mentor education materials.
 - More ?? VMA writes a description of the travel and the meetings and we publish it on the website.